



PARKS & RECREATION ADVISORY COMMISSION MINUTES

November 4, 2004

Attendees:

Parks and Recreation Advisory Commission Members

Committee Membership

Dennis Harding, Vice Chair	Dale District	Budget Committee Athletics Committee Budget
Bob Terrell	Dale District	Chair, Athletics Activities Future Visions
Jack Griffin	Bermuda District	Future Visions Committee
Tim Mick	Bermuda District	Chair, Budget Committee Athletics Activities
Frank McDavid	Clover Hill District	Chair, Greenways Advocacy
Terry Minor	Clover Hill District	Budget, Athletics Activities
Tim Russell	Matoaca District	Greenways Advocacy Budget, Athletics Activities
Earl Gee	Matoaca District	Budget, Future Visions
Ron Maxey	Midlothian District	Chair, Future Visions Greenways Advocacy
Hadi YazdanPanah	Midlothian District	Athletics Activities, Future Visions, Greenways Advocacy

Absent:

Lynn Crump, Chair	School Board	Future Visions Committee Greenway Advocacy
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Parks and Recreation Staff

Mike Golden, Director * Budget Committee Liaison
 Lynell McClinton, Chief of Finance * Budget Committee Liaison
 Phil Innis, Assistant Director * Athletics Activities and Future Visions Liaison
 Bruce Dove, Assistant Director * Future Visions Committee Liaison
 Mark Askin, Chief of Parks
 Stuart Connock, Jr., Chief of Parks Design and Construction
 Jennifer Wampler, Planner, * Greenways Advocacy Committee Liaison
 Bill Carlson, Athletics Manager * Athletics Activities Liaison
 Rebecca Parker, Secretary

2004 Standing Committees

Budget	Future Visions	Athletics Activities	Greenway Advocacy
Tim Mick, Chair	Ron Maxey, Chair	Bob Terrell, Chair	Frank McDavid, Chair
Terry Minor	Bob Terrell	Terry Minor	Ron Maxey
Dennis Harding	Lynn Crump	Dennis Harding	Lynn Crump
Earl Gee	Earl Gee	Tim Russell	Tim Russell
Tim Russell	Hadi YazdanPanah	Tim Mick	Hadi YazdanPanah
	Jack Griffin	Hadi YazdanPanah	

Background Checks Sub-Committee

Tim Mick, Chair
Hadi YazdanPanah
Jack Griffin

Citizens to Speak on Unscheduled Matters:

Mike Hairfield	CQL – Barrier Crimes
Blake Eller	Background Check Procedures

- I. Vice Chair, Dennis Harding called the meeting to order at 7:00 p.m.**
- II. Invocation:** Dennis Harding asked Frank McDavid to lead the invocation. Frank gave thanks for the assembled group and asked for guidance in making decisions. He also asked that those who were ill and unable to attend recovered quickly.
- III. Approval of Minutes:**
Ron Maxey made the motion to approve the minutes as written. Terry Minor seconded the motion. There was no further discussion and the motion passed with unanimous vote.
- IV. Changes to Agenda:**
Mike Golden requested that discussion about the Volunteer Monument Awards for 2005 be added to the Future Visions' Committee report.
- V. Parks and Recreation Director's Remarks:**

Mike Golden discussed the 2004 Bond Referendum and noted that the last referendum was eight years ago. Voters turned out in record numbers in Chesterfield and approved the Parks and Recreation items of the Bond by 78%. Mike credited staff that had attended the various meetings scheduled to discuss the Referendum with the successful education of the public about the issues.
- VI. Committee Reports:**

Budget Committee:

Tim Mick advised that the Committee had met after last month's PRAC meeting. He asked Phil Innis to report on discussions about the concession issue at Warbro, which was brought before the Commission by Scott Southworth, Deputy Commissioner of ASA, at the September PRAC meeting. Phil said the Committee met with the concession operator. The concession operator is willing to cooperate and meet the needs of the groups that use the facility, with the option to close if there is not enough business to make a profit; under the guidelines of the current lease agreement, the operator has this option. Phil said that he thought the problems could be resolved with the cooperation of league officials and tournament directors in working with the concession operators. There are two years left on the three-year concession lease. Any further changes will need to be made to the lease agreement when it is renewed. The Committee suggested that a letter be drafted to Scott Southworth stating their findings.

Future Visions Committee:

Naming of the Bird Athletic Complex in Honor of Mildred Burrell

Mike Golden reported that staff had met with Dane Lewis and Kitty Belcher to discuss the creation of a Planning Committee to organize a fundraising event (tournament) in the spring. This event will cover the costs of the planned shelter. Approval from the Board of Supervisors and the School Board will be sought.

2005 Hall of Fame Monument Plans

Phil discussed the recent ceremonies and the plans to make the updated nomination form available on the Website, in Parks and Recreation's December publications and by mail to the various leagues - after approval by this Commission. Phil pointed out that the submission of nominations deadline was extended from December to January.

Proposed procedures and nominations for the 2005 Hall of Fame:

- Nominations will be solicited and accepted through January 2005.
- The public will be notified about the nomination process and information placed in the next Parks and Recreation publication - to be distributed the week before Christmas 2004. The information/application will also be placed on the Parks and Recreation website and information will be mailed to the various leagues.
- The Future Visions Committee would review the nominations in January and February and send the final nominations to the Board of Supervisors.
- The group ceremony will be scheduled in the spring of 2005, at a regular Board of Supervisors meeting.
- After the Board of Supervisors' approval and the nomination ceremony, Parks and Recreation will have names inscribed on the monuments.

Phil discussed the decision about the number of nominees accepted from each district. Last year, in some districts, more than one nomination was received and in other districts, only one nomination was received. Therefore it was decided to select one nominee from each district. Phil noted that the Commission had the opportunity to change any criteria before the forms were made public. Dennis Harding confirmed with the Commission members that their consensus was to let the form and procedures as described remain in effect for another year. Phil confirmed to Jack Griffin that last year's nominations would be considered. Ron Maxey discussed the whether it was necessary to have an award every year.

Athletic Activities Committee

Decline in Youth Sports Participation

Bob Terrell advised that the Committee had met before tonight's PRAC meeting. The Committee discussed plans to address the decline in youth sports participation in the Dale/Bermuda Districts. A survey has been developed to send to Bellwood, Bensley, Beulah, Hopkins and Falling Creek Schools, to give to the parents of children in grades 3 through 5. The survey should go out the first of December. Phil Innis advised that the Supervisors from Bermuda and Dale have approved funding from their District Improvement Funds for administration, equipment and uniforms for the Pilot Basketball Program at Bensley. Two to four teams (Boys and Girls) are anticipated. Several volunteers have agreed to assist with coaching. The fees are \$50 per player, with scholarships available. Federal guidelines in place for the CDBG Summer Camp are also used for this program. Parks and Recreation will use DIF funds to pay the fees for the officials from the DIF money received. Agreement has been reached to reduce the officials' fees by half, for this year.

Tournament Fees

Bob Terrell discussed the Soccer tournament fee waiver issue. He noted that Parks and Recreation does not make a profit from the tournaments.

Bill Carlson said that soccer leagues that sponsor tournaments should contact the Board of Supervisors concerning the economic impact of their tournaments and suggest that the Board consider providing additional dollars to Parks and Recreation to offset costs. Bill Carlson and the soccer leagues will discuss this issue at the next Youth Soccer League meeting.

Freedom of Information Act (FOIA)

Bob Terrell said that the Committee discussed an addition of proposed legal language, to be approved by the Associations, that when signed by the Associations, would allow Parks and Recreation to refuse to release information covered by the FOIA from rosters and registration information. Bill Carlson said this language would first be put in the Sports Manual; then after meeting with the organizations, and approval, it would be placed on registration forms and Co-sponsored forms. It is anticipated that Parks and Recreation will have all Associations in agreement with this language within a year. Dennis Harding asked about the type of information that would be made available without the addition of this language. Bill Carlson said all information from rosters and registration would be made available. Jack Griffin asked what was the minimum information needed by Parks and Recreation. Bill said the names of participants and elementary schools would be minimum.

Greenways Advocacy Committee

Frank McDavid reported that the scheduled Greenways Advocacy meeting (which included outdoor site visits) was canceled because of wet weather and illness. Frank requested that Hadi YazdanPanah be added to the membership of the Greenways Advocacy Committee and inquired if Commission approval was needed. Tim Mick advised that any member of the Commission could participate on any PRAC Committee without prior approval. Mike Golden requested that the records be updated to reflect Hadi YazdanPanah's membership on this Committee.

Background Checks Committee

Tim Mick advised that November 10, at 7:00 p.m., a public hearing would be held at the Board of Supervisors' public meeting room, to discuss changes to the Background Checks policy. A letter was mailed to all leagues notifying them about the public hearing.

VII. Hearing of Citizens on Unscheduled Matters

Mike Hairfield, Commissioner of CQL

Mr. Hairfield questioned the rationale behind the Background Checks Policy that determined the length of time an individual, who has engaged in one of the barrier crimes, e.g. selling drugs, is disqualified to coach. Phil Innis said that rehabilitation issues were evaluated on an individual base.

Tim Mick said that because a question had been raised about barrier crimes, he would recommend that the Background Checks Sub-committee review this issue and forward their findings to the Board of Supervisors. It was determined that this action would not delay the progress of the current policy changes. The policy can also be modified in the future, if needed.

Blake Eller

Mr. Eller discussed the issue of coaches not receiving the results of their checks before the first game. Mr. Eller said the County advised him the policy was if a coaches Background Check was pending, they were allowed to coach. Phil Innis said that if the league guidelines were more stringent than the County guidelines, the leagues were permitted to override this policy.

Frank McDavid

Frank reported that Joy Wallace Joynt had recently passed away, and an article appeared in the *Richmond Times Dispatch* outlining her impressive accomplishments. In 1976 Ms. Joynt put her efforts toward successfully getting a \$7.5 million bond referendum passed that was used to purchase land and develop a park system in Henrico County, where none had existed. She was appointed to the Henrico County Parks and Recreation Advisory Commission that worked to develop a plan to open parks in Henrico County. Today, Henrico County has 29 parks. Mike Golden said that Ms. Joynt was contacted for her guidance before Chesterfield County's Parks Advisory Commission was formed.

Frank made a motion to have Parks and Recreation send a letter of condolence on behalf of PRAC and Parks and Recreation. Tim Mick seconded the motion. There was no further discussion and the motion passed with unanimous vote.

Frank also discussed the possibility of joint meetings among neighboring Advisory Commissions.

VIII. Old Business:

2004 Bond Referendum

Mike Golden and Parks and Recreation received congratulations for the passage of the \$19,674,700, for FY 2005-2011.

Clover Hill High School

Mike advised that a letter - to be approved and signed by Lynn Crump had been drafted. The letter would be mailed to the Board of Supervisors and the School Board. Mike said that the letter would request that the facilities in the back of the school be reserved for recreation, when the school was sold after the new school was completed. Terry Minor requested that a request for the gym be included in the letter, even though it is likely to be sold because of its location in the building. Dennis Harding requested that a draft copy of the letter be given to PRAC. Frank McDavid said he would also draft a letter on behalf of his organization and was concerned that as many trees be left on the site as possible.

County Encouragement of Private Entities to Establish Indoor/Outdoor Facilities

Tim Russell requested that this discussion be rescheduled and he would advise the Commission of a new date.

IX. New Business:

Meeting Space Reservations

Phil Innis said that due to security concerns, many of the County facilities are becoming difficult for non-County organizations to use during the evening. The General Services Department is conducting a survey to capture information in order to try to reach a resolution. Procedures for facility usage vary at each facility. Phil Innis advised that 9-11 had been the reason for the security changes.

X. Reports:

Construction Status Report

Stuart Connock provided the Construction Status Report.

Horner Park/Clover Hill Athletic Complex

Stuart reported that Mt. Herman Road Extension was under construction at 15%.

Matoaca Park

A meeting was held with Matoaca Association to set the scope of work.

VSU Trail

Parks and Recreation is currently waiting for approval and lease plat for property. Geo-technical studies are complete. Site plan drawings are at 95%. The Substantial Accord determination was received 1/2/2004. Stuart Connock confirmed the second request for VDOT funding was not granted. Stuart said that VDOT accepts grant requests on a yearly basis and that this request would be rolled over and considered by VDOT in the future. The engineering design is almost complete.

Grove Park (Mid-Lothian Coal Mines)

The Grand Opening held on October 16 was a success with over 300 guests in attendance. The park is located on the south side of Woolridge Road. The completed project was for a small parking lot and trail improvements.

Robious Landing

Stuart advised the toilet facilities have been installed.

Countywide Open Space/Greenways Study

Stuart said two corporate sponsors have been located. An article should appear shortly in the *Chester Village News*.

Daniel Park at Iron Bridge

The final bid has been received on the water upgrade. The soccer field re-bid is due in November.

The parking congestion at this Park was discussed. Stuart advised that the designated use for the new field would be for additional practice and traditionally this does not contribute to parking congestion. Bill Carlson said the parking problem could be reduced with changing the field schedules. Most leagues want to play/practice before 1:00 p.m., and this causes a lot of parking congestion. Mark Askin advised that the softball parking lots are normally open but parking there requires players to walk farther.

Lowe's Soccer Complex

Four rectangular fields are planned. Site plan funding is available and the work will be bid in the spring. The fields should be in use next year.

James River Tennis Courts

The project has been downsized to minimum standards. The Purchasing Department will add this project to their schedule.

Greenfield Elementary

A three-week VDOT project will begin the first week after Thanksgiving and may require one lane to be closed.

Ecoff Park

Eighty-five parking spaces have been added.

Soccer Fields

Mark Askin advised that the soccer fields have been over-seeded. At the end of the season the fields will be spot seeded. A less persistent rye has been put down to protect Bermuda grass and hold down the dust.

Co-sponsored Agreements

Phil discussed the difficulty experienced in getting Co-sponsored information from some of the leagues- one league in particular has withheld this information for a year, in spite of multiple requests. Phil requested a letter from PRAC be sent to this organization. After a detailed discussion confirming that all avenues had been tried to obtain this information over a protracted period of time, **Jack Griffin made a motion for a letter to be sent stating that this group would risk the loss of co-sponsorship - if they do not turn in paperwork and/or show up at the regular PRAC meeting on December 2, 2004, and explain why they could not. Terry Minor seconded the motion. The Commission further discussed the application of this motion to all leagues and requested that the motion be amended. Jack Griffin amended the motion to request a letter be sent stating that this group would risk the**

loss of co-sponsorship - if they do not turn in paperwork and/or show up at the regular PRAC meeting on December 2, 2004, and explain why they could not. *This would apply to any youth or any of the co-sponsored organizations - if they do not have a legitimate reason for not turning in their paperwork. Tim Russell seconded the motion. Dennis Harding pointed out that this action was a last resort after a year of attempts to get the necessary information, and a vote from PRAC would be necessary to end co-sponsorship status. **There was no further discussion and the motion passed with unanimous vote.**

Junior Bass Club Co-sponsorship

Tim Mick reported that fourteen kids were involved in this Club, ages 6- to 16 years. The Club is growing and there are plans to host the Junior State Championship and hopefully, within the next three years the National Championship, for the Junior Classic. There is a \$25,000 scholarships available. Tim Mick invited new membership.

XI. Public Hearing: None

XII. Agenda Items for Thursday, December 2, 2004:

- Review Letter to Board of Supervisors about the Future of Clover Hill High School Property
- Co-sponsorship Agreement
 - Receipt of Co-sponsorship Information
- National Background Checks
 - Address CQL 's Question on Barrier Crimes
 - Results of the November 10 Public Hearing
- Update on Surveys
- Public Hearing
 - Baseball and Softball Assignments

XIII. Meeting adjourned at 9:00 p.m.

Minutes respectfully submitted by Rebecca Parker

The next meeting will be held on Thursday, December 02, 2004, at the Central Library.
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